Pearson BTEC Level 3 Nationals Extended Diploma

Window for supervised period:
Monday 9 May 2022 – Monday 23 May 2022

Supervised hours 10 hours

Paper reference **31561H**

Performing Arts

UNIT 7: Employment Opportunities in the Performing Arts

Part S

You do not need any other materials.

Instructions

- This booklet contains material for the completion of the set task under supervised conditions.
- This booklet is specific to each series and this material must only be issued to learners who have been entered to undertake the task in the relevant series.
- This booklet must be given to learners as soon as it is received, so that learners can start the research period in advance of the final supervised assessment period.
- This set task must be undertaken during the assessment period of 10 hours timetabled by Pearson.
- This booklet should not be returned to Pearson.

Information

- The total mark for this paper is 60.

Turn over ▶

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Instructions to Teachers/Tutors

This booklet must be given to learners in its entirety as soon as it is received.

Learners should undertake independent research on the set task information.

Centres must advise learners of the timetabled sessions during which they can prepare. It is expected that scheduled lessons or other timetable slots will be used for some or all of the preparation.

The set task will be released four weeks before the supervised assessment period during which time learners must work independently to complete their own research and preparatory work.

There are **two** activities for the set task and **two** outcomes for submission.

The 10-hour supervised assessment period should be arranged over a number of sessions within a two-week period.

The preparatory activities can be completed under informal supervision.

- Work can be brought in and out of the informally supervised environment, but this must be monitored so the learner's final submission can be authenticated.
- Learners can take a copy of their notes into the formal supervision sessions.

The written response must be word processed, the digital promotional portfolio must be saved electronically and all learner evidence should be submitted in accordance with the Administrative Support Guide.

Activity 1: Written response

- The writing up of the response must be carried out under supervised conditions. This document must be word processed (up to 2000 words).
- Learners may bring their own notes and records into the supervised assessment period. The information can contain brief bullet points or mind maps of ideas to be covered but must not include fully-formed sentences or phrases that could be used directly in their response. These must be hard copies and can be either handwritten or word processed. Teachers/tutors must ensure that all notes and records learners use are their own work.
- At the end of the supervised period a pdf of the written response must be made and stored securely until the time of the submission with no further editing permitted.

Activity 2: Digital promotional portfolio

- The digital promotional portfolio must be completed under supervised conditions.
- Teachers/tutors must not guide the learner with the content of the portfolio.

Centres should schedule all learners at the same time or supervise cohorts to ensure there is no opportunity for collusion.

Teachers/tutors should note that:

- learners must not be given any direct guidance or prepared materials.
- learners must not be given any support in writing or editing notes.
- all work must be completed independently by the learner.
- learner notes must be retained securely by the centre after the supervised assessment period and may be requested by Pearson if there is suspected malpractice.

Learners may refer to their notes, records and recordings during this time; however teachers/tutors must ensure that all materials learners refer to are the learner's own work.

Learners must not bring anything into the supervised environment or take anything out without teacher/tutor knowledge and approval.

Centres are responsible for putting in place appropriate checks to ensure that only permitted material is introduced into the supervised environment.

Maintaining security

- During the supervised assessment sessions, the assessment areas must only be accessible to the individual learners and to named members of staff.
- Learners may bring their own notes into the supervised assessment period. The information can contain brief bullet points or mind maps of ideas to be covered but must not include fully-formed sentences or phrases that could be used directly in their response. The notes must not exceed four sides of A4. These must be hard copies and can be either handwritten or word processed.
- Learners can only access their work under supervision.
- Any work learners produce under supervision must be kept securely.
- Learner notes and records related to the task must be checked to ensure the contents meet limitations.
- Learner notes must be retained securely by the centre after the supervised assessment period and may be requested by Pearson if there is suspected malpractice.
- Only permitted materials for the set task can be brought into the supervised environment.
- During any permitted break and at the end of the session materials must be kept securely and no items removed from the supervised environment.
- Learners are not permitted to have access to the internet or other resources, except their own notes, records and recordings, during the supervised assessment period.

After the session the teacher/tutor must confirm that all learner work has been completed independently as part of the authentication submitted to Pearson.

The set task is a formal external assessment and must be conducted with reference to the instructions in this booklet, and the BTEC Nationals *Instructions for Conducting External Assessments (ICEA)* document, to ensure that the preparatory period is conducted correctly, so that learners have completed their preparation validly and independently.

Outcomes for submission

Each learner must submit the following:

1. Word processed written response saved as a pdf (up to 2000 words).

2. Digital promotional portfolio.

Each learner must complete the authentication statement on the Learner Record and Authentication Sheet, which must be submitted with the learner work.

It is essential that learner evidence is correctly referenced and submitted: please refer to the Administrative Support Guide for this unit for instructions on how to do this.

Please see below for a summary of the evidence requirements for the written response and the digital promotional portfolio.

Activities	**Evidence Requirements**
Written response	Up to **2000** words.
Digital promotional portfolio	There is a choice about the amount of evidence learners submit. Evidence **limits** are below. • Any video **and/or** audio material **must not** exceed a total of **10** minutes. • Any photographic images included **must not** exceed **10** images. • Any supporting materials/text **must not** exceed **750** words.

The deadline for submission is Wednesday 25 May 2022.

Instructions to Learners

Read the set task information carefully. This contains all the information you need to complete each activity within the set task.

In this booklet you will be asked to carry out specific activities using the information provided.

You will be given up to four weeks to carry out preparatory work, prior to the 10 hours of supervised assessment.

You will complete the activities within the set task under supervision and your work will be kept securely during any breaks taken.

You will have access to a computer.

You must work independently throughout the supervised assessment period and you must not share your work with the other learners.

Your teacher/tutor may clarify the wording that appears in this task but cannot provide any guidance on how to complete the task.

This task must be completed under supervision in timetabled sessions provided by your centre. It is likely that you will be given more than one timetabled session to complete each activity within this task.

Outcomes for submission

You will submit the following:

1. Word processed written response saved as a pdf (up to 2000 words).
2. Digital promotional portfolio.

You must complete the authentication statement on the Learner Record and Authentication Sheet, which must be submitted with the learner work.

Set Task Brief

You must produce a written response and a digital promotional portfolio to apply for a job with the company 'Away with Time'*.

You will find information about the job, details about the organisation, the proposed performance project and the requirements for the workshop in the Set Task Information section of this booklet.

*'Away with Time' is a fictional name created for the purpose of this task.

Set Task

You need to produce a written response and digital promotional portfolio to persuade 'Away with Time' that you are a suitable candidate to participate in their *Take a Chance* performance project.

In your written response and digital promotional portfolio, you must show your knowledge and understanding of the organisation, the performance project and the workshop requirements. You must also explain why you are a suitable candidate to join the organisation for this project.

You must complete ALL activities within the set task.

Activity 1: Written response

In your application you will need to demonstrate that you have a clear understanding of the company and of the project. You must also show that you have suitable skills and experience for this employment opportunity.

You have to demonstrate your understanding of the organisation's profile, give details of your skills and experience and explain how your skills and experience are relevant to the work of 'Away with Time'.

During this activity, you will need to demonstrate your:

- understanding of the organisation, 'Away with Time'
- understanding of the *Take a Chance* performance project
- understanding of the workshop requirements
- ability to use subject specific terminology.

Your response must also include:

- details of your skills and experience
- evidence of your suitability to join the organisation and participate in the performance project
- your ideas for the workshop with reference to the performance project.

You will be assessed on your ability to demonstrate clear, effective and persuasive promotional intent.

It is recommended that you spend two hours completing your written response.

This activity will be completed under supervised conditions.

(Total for Activity 1 = 36 marks)

Activity 2: Digital promotional portfolio

Prepare a digital promotional portfolio that provides evidence of your skills and experience.

Your digital promotional portfolio should include extracts of practical work to support your application to work with 'Away with Time' on the *Take a Chance* performance project.

You should choose examples of your work relevant to your skills, experience and the employment opportunity to include in your digital promotional portfolio.

You should consider the following:

- The requirements of the organisation and the performance project.
- How your experience and skills match the requirements of the organisation and the performance project.
- How your skills can be applied to the performance project and the workshops.
- The most effective way to showcase your practical skills.

The evidence will be in the form of a digital promotional portfolio that can include:

- video clips
- sound clips
- photographs
- other supporting material showing relevant skills and experience (e.g. certificates, promotional materials, testimonial letters, reviews).

You will be assessed on your ability to produce a digital promotional portfolio that shows your insightful understanding of the employment opportunity.

It is recommended that you spend eight hours completing your digital portfolio.

This activity will be completed under supervised conditions.

Activities	Evidence Requirements
Written response	Up to **2000** words.
Digital promotional portfolio	There is a choice about the amount of evidence learners submit. Evidence **limits** are below. • Any video **and/or** audio material **must not** exceed a total of **10** minutes. • Any photographic images included **must not** exceed **10** images. • Any supporting materials/text **must not** exceed **750** words.

(Total for Activity 2 = 24 marks)

TOTAL FOR TASK = 60 MARKS

Set Task Information

Below is the information on the employment opportunity being offered and details of the organisational profile, performance project and workshop requirements for you to use when completing your written response and digital promotional portfolio.

Employment Opportunity: 'Away with Time'

'Away with Time' is a company currently offering opportunities for exceptional performers and workshop leaders from across all performing arts disciplines who would like to contribute to their ground-breaking work.

This is a chance to contribute to some of the most important work currently being developed in our sector. No two days are the same working with us, and each show gets a different response from the audience.

Our work reflects the experiences of people in our society whose lives have been affected by the criminal justice system in some way. This is a chance to raise awareness of these people and put them at the heart of our work.

You will need to demonstrate your understanding of our organisation, the work we do and the demands of this particular project.

You will also need to share your ideas about the content of the workshops that will be delivered to complement the performance project. You should use relevant examples from your own work to justify your ideas and the skills you are able to offer.

This opportunity will be demanding yet very rewarding.

Organisational Profile

'Away with Time' is a new company, set up as a registered charity and supported financially by the public sector and donations. The board of trustees is committed to changing minds and changing lives. Some high-profile patrons are supporting this company.

'Away with Time' uses the performing arts to keep the issues that there are for people involved with the criminal justice system on the agenda. 'Away with Time' aims to raise difficult questions, inspire debate and help bring about positive change.

How society treats its most vulnerable is important. 'Away with Time' puts the vulnerable people involved with the criminal justice system at the heart of their work.

Performance Project Outline

The creative intentions of this new and innovative company are clearly central to the *Take a Chance* project. *Take a Chance* is a multi-disciplinary piece that aims to engage audiences with the stories of people whose lives have been touched by the criminal justice system.

At times heart-breaking, at times laugh-out-loud funny, but always thought provoking, this performance will touch us all.

Take a Chance will be performed in both traditional and non-traditional performance spaces. The national tour will include community and institutional settings.

The tour will have a preview phase, in the hope the work can gain much needed publicity for this important venture.

Workshop Requirements

As part of this national tour, a programme of workshops will be held for people wanting to have a greater appreciation of the company's work.

Workshops will be aimed at people who want to use performing arts skills and techniques in community and institutional settings to give marginalised groups a voice.

Workshops will be open to all levels of experience and be free of charge or offered on a 'pay what you can' basis.